

**EMS in Permitting Training**  
**January 11-12, 2006**  
**EQC Admin. Bldg.**  
**Conference Room No. 2104**

**Day One – *EMS in Permitting Training***

Afternoon Session

- 1:30 PM      Registration and Pretest
- 1:30            Understanding the Terminology of an EMS (ISO 14001)
- 2:00            Detailed EMS Element Review
- 3:00            Break
- 3:15            EMS Audits  
                  Audit Requirements  
                  Documentation/Verifying Documentation
- 4:30            Adjourn

**Day Two – “*EMS in Permitting Training*”**

All Day Session

- 8:30            The Auditor’s Role
- 8:45            The Audit Process  
                  Comparing the EMS/Permitting Criteria to the Organization’s  
                  Documentation
- 10:00          Planning the Audit
- 10:30          Break
- 11:00          Developing the Checklist (Exercise-Identification of Auditable  
                  Statements)
- 11:30          The EMS Documentation/System Audit
- 12:00          Lunch (on your own)
- 1:00            Case Study-Mock Audits using Charleston Air Force Base and Milliken  
                  Dewey Plant EMS

2:00	Mock Audit Evaluation
2:30	Writing Nonconformance
3:00	Break
3:15	Audit Report
3:45	Developing Corrective Actions
4:00	Post-Test
4:30	Adjourn